

**HUMAN RESOURCES OFFICE - CALIFORNIA NATIONAL GUARD
TECHNICIAN VACANCY ANNOUNCEMENT**

VACANCY ANNOUNCEMENT #

09-576

OPEN PERIOD:

11/16/2009 – 11/30/2009

JOB TITLE:

Materials Handler (2
Positions)

PAY GRADE AND SERIES:

WG-6907-06

PAY RANGE:

\$19.02 - \$22.17

POSITION LOCATION:

Sacramento & Los Alamitos, CA.

APPOINTMENT TYPE: INDEFINITE - DUAL STATUS

PDCN #: 70165000

**Security Clearance Required:
National Agency Check**

AREA OF CONSIDERATION: CURRENT CALIFORNIA NATIONAL
GUARD MEMBERS/TECHNICIAN

Military grade of E-1 through E-7.

Compatible Military Grade Assignment: CMF 63, 89, 92, MOS
92F, 88H/M/N/Z

Key Requirements: Qualified to drive a 5-ton vehicle is
preferred.

THIS IS AN INDEFINITE POSITION

This position is located in a maintenance facility, warehouse, training site, supply or support type facility. Its purpose is to oversee one or more product lines, a segment of a large warehouse, or serve as the senior employee in a smaller warehouse or supply facility.

Recruitment/Relocation Incentive/Advance in Hiring Rate Based on Superior Qualification IS NOT authorized.

PAYMENT OF PERMANENT OF CHANGE OF STATION (PCS): Payment of Permanent Change of Station (PCS) MAY BE authorized, subject to provisions of the Joint Travel Regulations and an agency determination that a PCS move is in the Government's interest

Position Requires Travel: Frequent, more than 5 days per month.

QUALIFICATIONS and EVALUATION:

General: Experience, education, or training which demonstrates the applicant's ability to compare item identification against receiving reports and issue request forms; skill in using hand trucks, dollies, and other equipment to move stock; ability to use hammers, pliers, and other hand tools; and to follow oral and written instructions.

Materials Handler WG-6907-06: Must have 18 months of specialized extensive experience in receiving, packaging and preparation for shipment, compilation of reports, and overall warehousing procedures; experience in setting up and rotating storage location considering factors such as life expectancy, available space, product turnover, etc.; experience performing inventory and inspections to determine serviceability of stocked items; experience in interpreting and applying written instructions, reference materials, publications, and manuals.

KNOWLEDGES, SKILLS, AND ABILITIES: The following knowledge's, skills, and abilities will be used by the selecting officials to determine the best qualified applicants from which selection will be made:

1. Ability to do the more difficult tasks, answer questions and check the work performed at the next lower level.
2. Skill in setting up and rotating storage locations.
3. Skill in determining shortage and overage in inventory; inspecting items to determine fare wear and tear.
4. Ability to read and interpret technical publications, manuals, and regulations.

SUBSTITUTION OF EDUCATION FOR SPECIALIZED EXPERIENCE: Study successful completed in a college, university, technical or vocational school may be substituted for experience at the rate of one year study (30 semester hours or 20 classroom hours of instruction per week) for 6 months of experience. Courses must be directly

related to the work of the position.

COPIES OF TRANSCRIPTS ARE REQUIRED FOR EDUCATION TO BE CREDITABLE

CREDITING NATIONAL GUARD EXPERIENCE: NATIONAL GUARD SERVICE MAY BE CREDITED AS FULL-TIME EXPERIENCE WHEN EVALUATED AGAINST THE QUALIFICATION REQUIREMENTS FOR A MILITARY TECHNICIAN POSITION. EXPERIENCE MUST BE DIRECTLY RELATED TO THE POSITION AND MUST BE DESCRIBED IN THE WORK EXPERIENCE SECTION OF THE APPLICATION. THE LEVEL OF EXPERIENCE WILL BE DETERMINED BY THE ACTUAL DUTIES AND RESPONSIBILITIES PERFORMED.

CONDITIONS OF EMPLOYMENT:

- Must qualify for appropriate level of security clearance required for the position.
- Must maintain a compatible military unit, grade, and job assignment within the CA National Guard and wear appropriate military required grooming standards.

HOW TO APPLY:

1. Submit an Optional Form (OF) 612, Optional Application for Federal Employment or a current resume.
2. Attach any required documents (see Required Documents below).
3. Submit application package to the California National Guard – HRO Office via email at NGCAHRJOBSTECH@CA.NGB.ARMY.MIL

REQUIRED DOCUMENTS (Application Packet):

- OF 612, Optional Application for Federal Employment or current resume (mandatory)
- Transcripts, if applicable
- Miscellaneous Items (i.e., Flight Records, Bar Certification), if applicable
- SF-50/DD214 (Current or Former Competitive Employees, VEOA Eligible), if applicable
- SF 181, Ethnicity and Race Identification Form (optional)

APPLICATION FORMS ARE AVAILABLE AT THE HUMAN RESOURCES OFFICE WEBSITE

www.calguard.ca.gov/cahr and at www.opm.gov/forms/ .

APPLICATIONS ARE ACCEPTED VIA EMAIL ONLY TO: NGCAHRJOBSTECH@CA.NGB.ARMY.MIL

The Human Resources Office will not accept applications via fax or mail without prior consideration from HRO Staffing. Resumes and Applications (OF 612) must include a valid return email address.

Upon receipt, the Human Resource Office will review your application packet to determine if it meets the minimum Qualifications Requirements and the Area of consideration. The rating you receive is based on your application and supporting documents that you provide. Please follow all instructions carefully. **Applications or resumes without a current return email will not be considered.** Errors or insufficient information may affect your rating.

ALL APPLICATIONS MUST BE RECEIVED IN THE HUMAN RESOURCES OFFICE (HRO) BY Midnight (Pacific Time) BY THE CLOSING DATE INDICATED ABOVE.

VETERANS PREFERENCE DOES NOT APPLY.

All California National Guard Technician Vacancy Announcements can be found on our job website. Questions about announcements or how to apply may be directed to HRO Staffing at (916) 854-3350 or via email to NGCAHRJOBSTECH@CA.NGB.ARMY.MIL

THE CALIFORNIA NATIONAL GUARD IS AN EQUAL OPPORTUNITY EMPLOYER